

Charting the Text: Analyzing the Micro-structure

One-page Reference Guide

Analyzing the Text's Macro-structure

After your first reading of the text, go back and scan it, identify structural features (introductory material, evidence, support, examples, etc.) and draw lines in the text to separate or isolate these sections from the surrounding information. You may also want to identify other organizational features in the text (titles, subsections, visual material, etc.) that may affect the meaning of the text. Once you have analyzed and identified elements of the macro-structure, write concise statements in the margins that explain what the section is about, how it is constructed, and how the author intends to use the section. Use the following questions to help guide your analysis:

- How does the text proceed?
- How does the author construct his or her argument?
- What is the author *doing* in this section?
- What does the author do first, second, and third?
- How is the author using titles and subtitles?
- Where in the text does the author use visuals?
- Where in the text does the author introduce the topic or argument?
- Where in the text does the author discuss the topic or subject you are studying?

- Where in the text does the author provide examples?
 - Where in the text does the author provide evidence or support?
 - Where in the text do we learn about the author's purpose?
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Charting the macro-structure when you are not permitted to write on the text

Using sticky notes and or sticky flags, place a sticky note at the beginning and end of the section of text you wish to isolate. Using either the top or bottom sticky note, write a concise statement that explains what the section is about, how the section is constructed, and how the author intends to use this section.